

**DEPARTMENTAL INPUT**  
**CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

<input type="checkbox"/> <u>New contract</u>	<input type="checkbox"/> <u>OTR</u>	<input type="checkbox"/> <u>CO</u>	<input type="checkbox"/> <u>SS</u>	<input checked="" type="checkbox"/> <u>BW</u>	<input type="checkbox"/> <u>Emergency</u>	Previous Contract/Project No:
<input type="checkbox"/> <u>Re-Bid</u>	<input type="checkbox"/> <u>Other</u>	LIVING WAGE APPLIES: ___ YES ___x NO				

Requisition/Project No: RQCA1100009

TERM OF CONTRACT: 18 months with 3- two year options-to-renew

Requisition/Project Title: Head Start/Early Start Program Advisor

Description: Assist and guide on the collection, analysis, reporting and use of the Galileo School Readiness Assessment System and Classroom Assessment Scoring System (Class) outcome data for the purposes of improving program practices and child outcomes.

User Department(s): CAA

Issuing Department: ISD/ PM

Estimated Cost: \$6,400.00

Contact Person: M. Perez-Garviso Phone: 305-375-3022

Funding Source: Federal

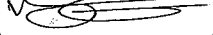
**ANALYSIS**

Commodity/Service No: <u>918-38</u>		SIC:	
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here ___ if this is a New Contract/Purchase with no Previous History			
<u>EXISTING</u>		<u>2<sup>ND</sup> YEAR</u>	<u>3<sup>RD</sup> YEAR</u>
Contractor:	<u>Dr. Daryl Greenfield</u>		
Small Business Enterprise:	<u>No</u>		
Contract Value:	<u>36,000.00</u>		
Comments:			
Continued on another page (s): ___ Yes ___x No			

**RECOMMENDATIONS**

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed:  \_\_\_\_\_

Date to DBD: 11/23/11

Date Returned to DPM: \_\_\_\_\_

RECEIVED  
DEPT. BUSINESS DEV.

2011 NOV 23 PM 12:37



miamidade.gov

**PROCUREMENT MANAGEMENT**

111 NW 1<sup>ST</sup> Street • Suite 1300

Miami, Florida 33128 - 1974

Telephone: 305-375-5289

Fax: (305) 375-4407 or (305) 372-6128

DRAFT

Dr. Daryl Greenfield  
7355 S.W. 79<sup>th</sup> Street  
Miami, Florida 33143

Re: Contract No. \_\_\_\_\_: Head Start/Early Start Program Advisor

Dear Mr. Greenfield:

This letter is intended to set forth the terms of Miami-Dade County's (the "County") for the services of Dr. Daryl Greenfield, (the "Contractor"), to provide assistance and guidance to the Community Action Agency, Head Start / Early Start Programs. The Department" is defined as the Community Action Agency.

Prior to issuing a purchase order to you, the County requires your acceptance with regards to the following requirements:

- 1) The Contractor shall provide services to the County in accordance with Appendix A, Scope of Services.
- 2) The Contractor shall be paid in accordance with Appendix B, Price Schedule.
- 3) The Contractor shall provide non-federal resources, either in cash or in-kind, in an amount equivalent to twenty-five percent (25%) of the total amount specified in Appendix B, Price Schedule.
- 4) The contract shall become effective on the date specified on the purchase order issued by the County and shall expire on \_\_\_\_\_ (eighteen month period). The County, at its sole discretion, reserves the right to exercise the option to renew this Contract for an additional three- two year periods (from \_\_\_\_\_ through \_\_\_\_\_). The County reserves the right to exercise its option to extend this Contract for up to one hundred-eighty (180) calendar days beyond the current Contract period and will notify the Contractor in writing of the extension. This Contract may be extended beyond the initial one hundred-eighty (180) calendar day extension period by mutual agreement between the County and the Contractor, upon approval by the Board of County Commissioners.
- 5) The County reserves the right to terminate this Contract at any time, with or without cause, by written notice to the Contractor. In the event that the County exercises its right to terminate this Contract pursuant to this paragraph, the Contractor will be compensated as stated in the payment terms, herein, for the portion of the Services completed in accordance with the Contract up to the effective termination date.
- 6) Prices shall remain firm and fixed for the term of the contract, including any options to renew and extensions thereof.

*Delivering Excellence Every Day*

- 7) Pursuant to Miami-Dade County Ordinance No. 97-215, the purchase order will include the Independent Private Sector Inspector General requirements. This ordinance requires a ¼ of 1% reduction from the total price of the vendor's invoice.
- 8) Pursuant to Miami-Dade County Budget Ordinance No. 03-192, which implements the User Access Program (UAP), new contract awards issued by Department of Procurement Management require a 2% reduction from the total price of any vendor invoice issued.
- 9) The contact information of the parties, which one party may change by giving written notice to the other party, is as follows:

**Miami-Dade County:**

Miami-Dade County  
Community Action Agency And Human Services  
395 N.W. 1st Street, Room 204  
Miami, Florida 33128  
Attention: Jane Robinson, Head Start Director  
Phone: (305) 374-4622  
Email: JWROBIN@miamidade.gov

**Contractor:**

Dr. Daryl Greenfield  
7355 S.W. 79<sup>th</sup> Street  
Miami, Florida 33143  
Phone: (305) 772-2841  
Email: dgreenfield@miami.edu

- 10) Please furnish certificates of insurance that indicate that coverage has been obtained, meeting the requirements specified below. Miami-Dade County must be shown as an additional insured with regards to Public Liability Insurance. The mailing address of the Department of Procurement Management, as the certificate holder, must appear on the certificate of insurance. The contract number and title must appear on each certificate of insurance.

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to Miami-Dade County's Procurement Management, 111 NW 1st Street, Suite 1300, Miami, Florida 33128, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the vendor as required by Florida Statute 440.
- B. General Liability Insurance on a comprehensive basis in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength, by the latest edition of Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

Or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Insurance and are members of the Florida Guaranty Fund. Certificates will indicate no modification or change in insurance shall be made without thirty (30) days in advance notice to the certificate holder.

**NOTE: MIAMI DADE COUNTY CONTRACT NUMBER AND TITLE OF CONTRACT MUST APPEAR ON EACH CERTIFICATE.**

**CERTIFICATE HOLDER MUST READ:**

**MIAMI-DADE COUNTY  
111 NW 1<sup>st</sup> STREET  
SUITE 1300  
MIAMI, FL 33128**

Compliance with the foregoing requirements shall not relieve the vendor of his liability and obligation under this section or under any other section of this agreement.

The vendor shall be responsible for assuring that the insurance certificate required in conjunction with this Section remain in force for the duration of the contractual period; including any and all option years that may be granted to the vendor. If insurance certificates are scheduled to expire during the contractual period, the vendor shall be responsible for submitting new or renewed insurance certificates to the County at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not

replaced with new or renewed certificates which cover the contractual period, the County shall suspend the contract until such time as the new or renewed certificates are received by the County in the manner prescribed in the contract; provided, however, that this suspended period does not exceed thirty (30) calendar days. If such suspension exceeds thirty (30) calendar days, the County may, at its sole discretion, terminate this contract for cause and seek re-procurement damages from the vendor.

If you have questions please contact Martha Perez-Garviso at (305) 375-3022.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Corporate Secretary/Notary

Corporate Seal/Notary

Attachments: Appendix A – Scope of Services  
Appendix B – Price Schedule

**APPENDIX A****SCOPE OF SERVICES**

**The Contractor shall provide the following services to the County:**

- a. Assist and guide on the collection, analysis, reporting and use of the Galileo School Readiness Assessment System and Classroom Assessment Scoring System (Class) outcome data for the purposes of improving program practices and child outcomes.
- b. Facilitate the Miami Dade County Program's access to statewide Head Start initiatives by providing reports and presentations addressed to Head Start/Early Head Start staff on the research activities initiated by the Florida Head Start Research Committee and how the Miami-Dade County Program can use such information to improve program practices and child outcomes.
- c. Serve as an objective evaluator for research projects initiated by the Head Start/Early Head Start Program including but not limited to the Early Head Start Child Welfare Services initiative, and special projects on as needed basis.
- d. Analyze and review data collected in the Head Start/Early Head Start Program and make recommendations on how the data can be used to improve program and classroom practices.
- e. Develop reports and presentations addressed to Head Start/Early Head Start program staff, board members, parents, stakeholders, funding and potential funding sources that summarize and review Program research and outcome efforts, and how they are linked to program improvement.
- f. Meet monthly with the Director of the Head Start/Early Head Start Program and staff.
- g. Provide training/ awareness sessions to Head Start staff as deemed necessary by the Community Action Agency.
- h. Provide non-federal resources, either in cash or in-kind, in an amount equivalent to twenty-five percent (25%) of the federal share amount (\$28,800) to be paid by the County to the Contractor, or 20% of the total program budget (funds).

**APPENDIX B****PRICE SCHEDULE**

The contractor shall be paid on a per day basis, based on an eight (8) hour day.

1. Anticipated number of days per month:	<u>4</u>
2. Fee per day:	<u>\$600</u>
3. Anticipated fee to be paid by the County (based on 4 days per month):	<u>\$28,800</u>
4. Contractor's 25% in-kind/cash contribution based on amount to be paid by the County (3):	<u>\$7,200</u>
<b>TOTAL PROGRAM ANNUAL COST (3 + 4):</b>	<b><u>\$36,000</u></b>
<b>TOTAL CONTRACT AMOUNT (for a two year term):</b>	<b><u>\$72,000</u></b>

Note:

Contractor's failure to contribute 25% either in-kind/cash will result in deduction of its invoice so that the contribution matches 20% of the total program funds/budget under this contract.

**CONTRACT #: DRAFT**

**TITLE: Head Start/Early Start Program Advisor**

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## **SUMMARY**

**Purpose of the Acquisition:** To provide assistance and guidance in collection, analysis, reporting and use of the Galileo School Readiness Assessment System outcome data for the purposes of improving program practices, child outcomes, and classroom practices for Miami-Dade Community Action Agency and Human Services Department.

**Recommended Contractor:** Dr. Daryl Greenfield

**Contract Term:** 18 months with three- two year options to renew

**Contract Amount:** \$86,400.00 for the initial 18 month term.

### **Background Information:**

Miami Dade County's Community Action Agency Head Start Program entered into partnership with Dr. Daryl Greenfield on March 1, 2004 to provide assistance and guidance in the collection, analysis, reporting and use of the Galileo School Readiness Assessment System (software) outcome data for the purpose of improving practices, child educational outcomes, and classroom practices. This partnership became one of 24 Early Head Start Programs that were awarded an Early Head Start/ Child Welfare Services Initiative (EHS/CWS) through a competitive expansion grant process. The EHS/CWS Initiative ended in March 31, 2007.

The Galileo School Readiness Assessment System outcome assessments are ongoing activities to measure a child's progress towards the broad goal of promoting children's learning and development over time by improving early childhood programs and services. More specific goals include identifying children eligible for special services, and modifying curriculum to meet the needs of individual children, and easing the transition for children and families from home to school. The Galileo assessment is used by 29 Head Start programs throughout the State of Florida. The instrument measures child growth in eight areas. These areas are:

Language and literacy

Early math

Approaches to learning

Social and emotional development

Creative arts

Nature and science

Gross and fine motor skills

Physical health

Dr. Daryl Greenfield continues to facilitate the Program's access to statewide Head Start initiatives by providing reports and presentations addressed to Head Start/Early Head Start staff on the research activities initiatives by the Florida Head Start Research Committee and how the Miami-Dade County Program can use such information to improve program practices and child outcomes. Data gathered from the child outcomes



**CONTRACT #: DRAFT****TITLE: Head Start/Early Start Program Advisor**

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will assist the Program in meeting the objectives set forth by the County. He serves as an evaluator for research projects initiated by the Head Start/ Early Start Program including the Early Head Start Child Welfare Services Initiative, and special projects with the Miami Children's Museum and the Miami Museum of Science. Dr. Greenfield is the principal facilitator in assisting the program to track the academic progress of the Head Start students once they enter into the public school system through the third grade. This information and research data has allowed the program to tailor training and resources to better prepare the teachers to meet the needs of the children.

**Market Research Findings:**

The University of Miami, School of Psychology and Child Development, along with Head Start and Public Schools have developed a Transition Research Group in order to conduct collaborative research to better understand the nature of developing competencies in social, cognitive and emergent literacy domains in low-income minority children. A major goal of this research is to create greater development continuity in the educational experiences of these children so that the transition from Head Start to public school is a successful one. As a member of the faculty of the Department of Psychology at the University of Miami Dr. Greenfield serves as the Principal Investigator in this project. Dr. Greenfield's primary research focus is assessing and developing interventions targeting the multiple domains of school readiness with the Galileo Assessment System and is familiar with head start performance.

Due to the current contract being a Sole Source, extensive market research was conducted to determine possible sources for acquiring the required services, as well as identifying potential bidders. In doing so, we reached out to various entities throughout the State of Florida (Broward County Public Schools' Head Start Programs, Palm Beach's Head Start and Children's Services, and Hillsborough County's Head Start Foundation. and discovered that they too held a non-compete agreement with our vendor, Legal Research Associates, Inc. (LRA).

In addition, we reached out to other entities out side of Florida to determine other internal or external sources. New York City provides their inmates with a legal library, which they utilize to conduct their own research. The City of Atlanta has designated department, Inmate Services Department, that conducts the research for their inmates by use of a data based provided by a company, Lexis Nexis. We also reached out to the City of San Francisco but received no response.

An NIGP email blast was sent out to all subscribers nationwide requesting contractual information and no responses were received.

No other local sources were identified that has the capability to monitor the head start program activities for in class workshops, fieldtrips, and who are familiar with the Galileo Assessment System (Software). Additionally, no other sources were identified as having knowledge of the Head Start Performance standards set forth by the County and works collaboratively with Miami-Dade County Public Schools.

**CONTRACT #: DRAFT**

**TITLE: Head Start/Early Start Program Advisor**

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# Justification/Input Document for "Bid Waiver"

Title: Head Start/ Early Head Start Program Advisor

ITB # \_\_\_\_\_

It is the policy of Miami-Dade County, to consistently purchase goods and services using full and open competition. The citizens of Miami-Dade County are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning that includes DPM can help to avoid delays and to facilitate effective market research. However, there may be instances when other than full and open competition may be justified. When a user department(s) determines that other than full and open competition is necessary or in the best interest of the County, appropriate justification for that course of action must be submitted to the CA Office for approval and execution in order to waive the competitive bid/proposal process.

Please provide the information requested below to support the need and feasibility for waiving the competitive bid/proposal process.

Purchase Requisition No. \_\_\_\_\_ Contract #: \_\_\_\_\_ Date Required: 10/31/2011 Est. Value: \_\_\_\_\_  
 Proposed Vendor: Head Start/ Early Head S Previous Contract #: SS8483-3/11-3 Estimated Cost: \$36,000.00 BCC Date: \_\_\_\_\_

## 1. Purpose of the purchase: Please describe your minimum requirements, and the benefits of making the acquisition.

Daryl Greenfield, PhD is a researcher specializing in early childhood education and serves on the Florida Head Start Association's Research Committee. Dr. Greenfield provides assistance with analysis of data obtained from the Galileo software and provides strategies and recommendations for program improvement. Additionally Dr. Greenfield provides the agency's staff with training on the use of the Software. This contract with Dr. Greenfield provides the Miami-Dade Community Action Agency Head Start Program assistance and guidance in the collection, analysis, reporting and use of the Galileo Assessment System (Software). Galileo software is used by 29 Head Start programs in Florida. The software utilizes research-based assessment scales to measure cognitive, social, and physical development of a child. Collected data is used for improving program practices, child educational outcomes, and classroom practices. (See Justification Continued section, page 2)

## 2. Best interest of the County: Please give a detailed description why a waiver of formal bidding is in the county's best interest (e.g., product standardization, compatibility, proprietary access or distribution ship, etc.). Please note that lack of advance planning is not an acceptable justification for a bid waiver.

The use of the Galileo software and the Classroom Assessment Scoring System (CLASS) are integral to the ongoing assessment of the Head Start curriculum and classroom practices, the documentation of child educational outcomes, and the participation of the program in the Florida Head Start Association's Research Committee. Dr. Greenfield is uniquely qualified to train staff on the use of these tools and assist in the evaluation of the data to measure the success of the program. Daryl Greenfield, PhD is the only vendor familiar with the Galileo Assessment System and the Head Start Performance standards set forth by the County who also works collaboratively with Miami-Dade County Public Schools. (See Justification Continued section, page 2)

## 3. Market Research: Please describe your market research and the results thereof. This should include a description of other similar sources or products available in the market, if any, and why they are not acceptable.


See attached.

## 4. Proposed Actions: Please describe the actions the department will take to overcome the present barriers to competition prior to any future acquisitions of this product or service.

Head Start is continually seeking new resources developed for infants and toddlers to enhance the learning environment of the Head Start Program.

Shirley Almeida 786 469-4722  
 Contact Person and Phone #

  
 Department Director's Approval

  
 Date Approved

# Justification Continued

#1 continued: Additionally, Dr. Greenfield provides support and guidance in the collection, analysis, reporting and use of Classroom Assessment Scoring System (CLASS) data for the purpose of improving program practices and child outcomes. The CLASS is a universal instrument utilized by the U.S. Department of Health and Human Services (HHS), Office of Head Start in assessing classroom environments.

#2 continued: Dr. Greenfield has worked with the Galileo software for a number of years and is familiar with the Head Start Performance Standards established by the U.S. Department of Health and Human Services. He is provided unique access to the Galileo software by ATI and data collected for Miami-Dade County and all other Head Start programs in Florida which use the software. This provides the County the ability to benchmark performance of its program as it relates to year to year performance of the children as well as benchmark to other programs across the State. It is therefore in the County's best interest to continue a contractual relationship with Dr. Greenfield. Additional supporting documentation regarding Dr. Greenfield's unique access to ATI data was provided by representatives from ATI and is attached.

## FOR DPW USE ONLY

Department(s)	Allocations(s)	Negotiation Date	Term of Contract	OTR
		Vendor:		
		Insurance Type:	Certificate of Competency:	
		Performance/Payment Bond:		
If this action consolidates any other contracts please list them here:				
NCA Unit/Agent	Date	Contracting Officer	Date	
Manager/RSB Unit	Date	Competition/Advocate	Date	Direct DPW Date

## **ATTACHMENT A**

**DARYL GREENFIELD, Ph.D.**

### **SCOPE OF SERVICES**

#### **1.1 The PROVIDER agrees:**

- a. To provide assistance and guidance on the collection, analysis, reporting and use of the Galileo School Readiness Assessment System outcome data for the purposes of improving program practices and child outcomes. Dr. Greenfield receives Galileo data for all Head Start programs in Florida, including the data from Miami-Dade County from the Galileo developers, Assessment Technologies Inc.
- b. To provide assistance and guidance on the collection, analysis, reporting and use of Classroom Assessment Scoring System (CLASS) data for the purposes of improving program practices and child outcomes.
- c. To conduct and report on hierarchical multilevel analysis of Galileo school readiness data linked to CLASS data for the purposes of improving program practices and child outcomes.
- d. To provide CLASS awareness training and CLASS reliability training for Head Start staff. Dr. Greenfield is a certified CLASS trainer.
- e. To facilitate the Miami Dade County Program's access to statewide Head Start initiatives by providing reports and presentations addressed to Head Start/Early Head Start staff on the research activities initiated by the Florida Head Start Association and how the Miami-Dade County Program can use such information to improve program practices and child outcomes.
- f. To facilitate the Miami Dade County Program's access to statewide Early Childhood initiatives by providing reports and presentations addressed to Head Start/Early Head Start staff on the research activities initiated by the Agency for Workforce Innovation's Office of Early Learning (AWI-OEL) and how the Miami-Dade County Program can use such information to improve program practices and child outcomes. Dr. Greenfield serves as a technical advisor for AWI-OEL.
- g. To serve as an objective evaluator for research projects initiated by the Head Start/Early Head Start Program.
- h. To analyze and review data collected in the Head Start/Early Head Start Program and make recommendations for how the data can be used to improve program and classroom practices.
- i. To develop reports and presentations addressed to Head Start/Early Head Start program staff, board members, parents, stakeholders, funding and potential funding

sources that summarize and review Program research and outcome efforts, and how they are linked to program improvement.

- j. To meet monthly with the Director of the Head Start/Early Head Start Program and key staff to accomplish the items stated in Section 1.1 (a-i) of this Attachment A.
- k. To submit invoices for payment of services rendered under this contract.

**1.2 The COUNTY agrees:**

- a. The Department will review and verify the request for payment submitted by the Provider pursuant to Section 1.1 (k) of this Attachment A and submit to the COUNTY's Finance Department a request for payment to the Provider. Payment shall be made to the provider within 30 days after submission of each payment request to the County.
- b. To reimburse the Provider in accordance with the Head Start/Early Head Start Budget, Attachment B, the total reimbursement amount not to exceed a maximum of **twenty-eight thousand and 800 dollars (\$28,800.00)** during the term of the Contract.
- c. The Department will audit the itemized statements submitted by the Provider pursuant to Section 1.1 (a-j), verify the expenditures and documentation, and submit to the County's Finance Department a request for payment to the Provider.

**ATTACHMENT B**

**MIAMI-DADE COMMUNITY ACTION AGENCY  
HEAD START/EARLY HEAD START PROGRAM**

**DARYL GREENFIELD, Ph.D. CONTRACT**

**BUDGET SUMMARY**

1.	Four days per month at \$750 per day x 12 months	\$ 36,000.00
2.	Less 20 percent in-kind	<u>\$ 7,200.00</u>
3.	Total Budget	\$ 28,800.00

**The following information was received from Craig Mayhew, Field Services Director, Assessment Technology, Inc:**

"Please find immediately below a brief summary I put together of Dr. Greenfield's work with FL's Head Start community and Galileo. I also provided longer prepared bios of his work over the years (not sure how much you need). We have done quite a bit of collaborative work with Dr. Greenfield over the years. ...

Daryl Greenfield, Ph.D., with more than a decade of funded partnership research in Miami and across Florida, focuses on improving at-risk preschool children's school readiness and transition into public school. Dr. Greenfield brings expertise in statistics, program evaluation and database management to the project. As Chair of the Florida Head Start Association Research Committee's Goal 1 Panel, he is coordinating the statewide study of the role of multi-level factors from child to community that impact school readiness. Dr. Greenfield has been instrumental in assisting in the development of "A Portrait of Our Head Start Children's Outcomes" summary which demonstrates the success in preparing children for school readiness. Dr. Greenfield gathered Galileo data from twenty-seven Head Start programs across the state of Florida.

Dr. Daryl B. Greenfield is Associate Professor of Psychology and Pediatrics at the University of Miami. His more than a decade of funded partnership research in Miami and across Florida focuses on improving at-risk preschool children's school readiness and transition into public school, including research on emergent literacy in at-risk bilingual preschoolers, the impact of classroom practices on social competence and methods for directly assessing approaches to learning. As chair of the Florida Head Start Association Research Committee's Goal 1 panel, he is coordinating the development of a statewide Galileo database to study the role of multi-level factors from child to community that impact school readiness. Serving on Governor Bush's School Readiness Workgroup he is aiding in the development of performance standards and an assessment system to evaluate school readiness of all children in Florida. He has served as the Principal Investigator for the Florida site of the National Head Start Transition Project, as a member of site visit teams evaluating Head Start transition projects in six states and as an expert panel member for the Canadian Government's centers of excellence in early childhood. At the local level, he serves as a member of the Education Advisory Board for Miami-Dade County Head Start and as a consultant to the Broward School System's Head Start program. In addition to his involvement with Head Start, he has expertise in statistics, program evaluation and database management. He has served as the Statistical and Database Consultant for the University of Miami School of Nursing and the Program Evaluator for Youth Crime Watch of America. He recently completed a program evaluation on parent involvement and parent satisfaction for the Miami Dade County Public School System's Schools of Choice, serving low-income elementary schools in Miami Dade County. "

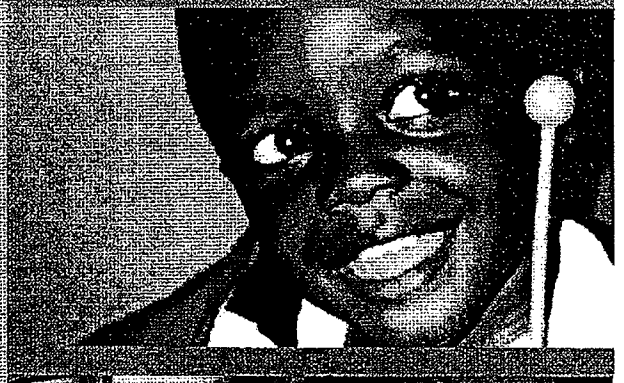


# *Florida* Head Start

A Portrait of Our Head Start Children's Outcomes



2007-08





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The **MISSION** of the Florida Head Start Association Research Committee is to conduct, support, and disseminate research of high quality that informs policy and practice and promotes successful children, strong families, effective programs, and healthy communities.

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**J. Maggie Stevens**  
Research Committee Chair

**Dr. Daryl Greenfield**  
**Dr. Madelaine Cosgrove**  
Consulting Editors

**Alice DeLeon**  
Graphic Designer  
Florida Institute of Education at the  
University of North Florida

# Executive Summary

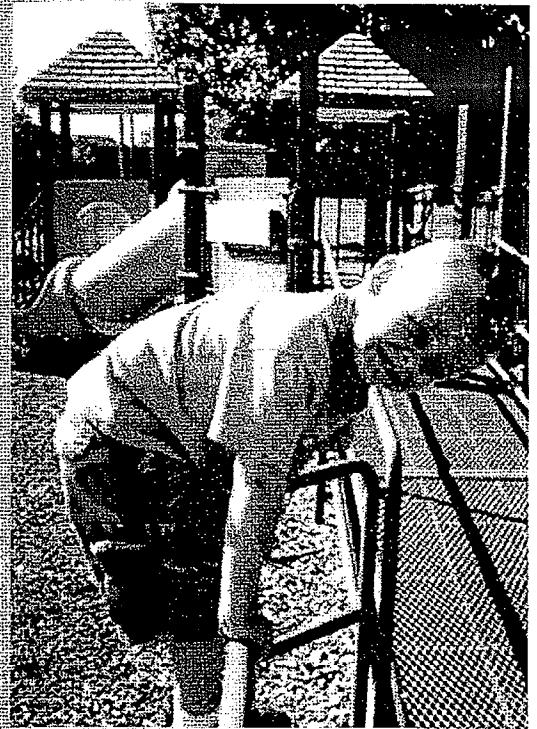
Florida Head Start programs have a well-established history of success in preparing children for school readiness using a valid and reliable instrument. The Galileo System for the Electronic Management of Learning is used by 27 Head Start programs in Florida. This instrument allows teachers to measure child growth in eight domains. These domains are:

- Language and Literacy
- Early Math
- Approaches to Learning
- Social and Emotional Development
- Creative Arts
- Nature and Science
- Gross and Fine Motor Skills
- Physical Health

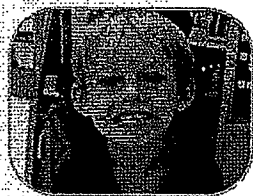
Though Head Start children entered the program below their peers from more economically advantaged families in most of these domains, they made gains that bring them to or near the level expected of children their age. For six years, progress in all eight readiness domains has been significantly higher than the expected 50 point gain, with gains in most domains nearly double the expected gain.

*"My experience was great, and I'm very happy with my child's progress. Thanks to everyone who makes the program possible."*

*— Head Start Parent*



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**Miami Dade County  
Community Action Agency  
Procurement Authorization**

Revised 11/10

ITEM DESCRIPTION / EST. COST \$28,800

COMMENTS: Head Start/Early Head Start Program Advisor

PURCHASE ORDER #: \_\_\_\_\_

Requesting Division/Index Code/Sub object CAHSPA20/22430

Divisional Authorization *Joe W. M. Queen* Date 07/26/11

Procurement Authorization \_\_\_\_\_ Date \_\_\_\_\_

Fiscal Director \_\_\_\_\_ Date \_\_\_\_\_

Assistant Director \_\_\_\_\_ Date \_\_\_\_\_

Executive Director \_\_\_\_\_ Date \_\_\_\_\_

**To Be Completed by Procurement**

- 1). ☐ Purchase Order (SPO) less than \$10,000
  - Include four quotes
  - Include description
- 2). ☐ Requisition greater than \$10,000
  - Include four quotes
  - Include description
- 3). ☐ Existing County Contract / Blanket Purchase Order
  - Include description
  - Include dollar amount
  - Generate release Contract # \_\_\_\_\_; BPO \_\_\_\_\_
- 4). ☐ Projects (CICC) Construction Only
  - Quotes (<\$10,000 not required/>\$10,000 three quotes required)
  - RPQ Copy recommend vendor
  - Tally sheet complete with back up
  - Insurance (Tally Sheet)
  - Notice of award
- 5). ☐ Direct Payment
  - Contract
  - Resolution
- 6). ☐ Journal Entry
- 7). ☐ Credit Card

## Procurement Management

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### Awarded County Contracts

The following awardsheets are available for your viewing. To locate a specific awardsheet enter either Id (and/or), Title (and/or), Effective I Range (and/or), Contract Amount and click on the Search Awardsheet button. To display all active awardsheets , clear all search criteria a button. You can also click on a column title (Award Sheet, Contract Title, Contract Amount, or Expiration Date) to sort its information. Once interests you, click on the Awardsheet No. for more details.

Contract ID :	Contains	9301
Contract Title :	Contains	
Effective Date Range: (mm/dd/yyyy)	from	
Expiration Date Range:(mm/dd/yyyy)	from	
Contract Amount:	None	

Search Awarded County Contracts

<u>Contract Id</u>	<u>Contract Title</u>	<u>Effective Dt.</u>	<u>Expiration Dt.</u>	<u>Con</u>
<u>9301-0/20</u>	MULTIFUNCTIONAL DEVICE PURCH/MAINT-PREQ	08/01/2011	07/31/2012	

You are viewing page 1 of 1

## **Walters, Vivian (SPEE)**

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**From:** Perez-Garviso, Martha D. (ISD)  
**Sent:** Wednesday, November 23, 2011 11:00 AM  
**To:** Walters, Vivian (SPEE)  
**Subject:** RE: Item For Review

My apologies, please be advised that this contract is a sole source and not a BW as stated in the Contract project Analysis Form.

Thanks !!

*Martha Perez-Garviso, CPPB*

*Procurement Contracting Officer 1*

*Internal Services Department*

*111 N.W. 1 St. 13<sup>th</sup> Floor*

*Miami, FL 33128*

*Ph.: 305-375-3022 Fax: 305-375-4407*



*Delivering Excellence Every Day*

Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure. All e-mail sent and received is captured by our server and kept as public record.

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**From:** Perez-Garviso, Martha D. (ISD)  
**Sent:** Wednesday, November 23, 2011 10:46 AM  
**To:** Walters, Vivian (SPEE)  
**Subject:** Item For Review

*Hello Mr. Walters,*

*Please see attached item for your review and advise of any recommended measures. Please advise of any additional information required.*

*Thank you and Happy Holidays !!!*

*Martha Perez-Garviso, CPPB*

*Procurement Contracting Officer 1*

*Internal Services Department*

111 N.W. 1 St. 13<sup>th</sup> Floor

Miami, FL 33128

Ph.: 305-375-3022 Fax: 305-375-4407



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